



# CITY OF LODI

## COUNCIL COMMUNICATION

**AGENDA TITLE:** Adopt Resolution Approving Revised Job Specification for Firefighter I/II.

**MEETING DATE:** Wednesday, May 1, 2002

**SUBMITTED BY:** Human Resources Director

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**RECOMMENDED ACTION:** That City Council approve the updated class specification for Firefighter I/II.

**BACKGROUND INFORMATION:**

The class specification has been updated and reflects the elimination of a Firefighter I certificate prior to hire.

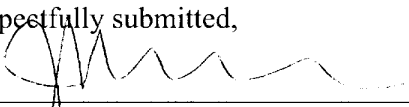
For the past several years, the City of Lodi has required a Firefighter I certificate for the position of Firefighter before the candidate could be hired by the Fire Department. Over the years the City has experienced significant difficulty finding qualified candidates in the City of Lodi who possess the required certificate.

A Firefighter I certificate is not currently needed prior to employment because the Fire Department conducts an in-house Firefighter Academy upon hire. The academy is based on the State of California training standards which fulfills the requirements for a Firefighter I certificate. All new Firefighter I employees must pass the Firefighter Academy in order to receive their Fire Fighter I certification and continue employment. As a result, it is unnecessary to require a Firefighter I certificate as a minimum qualification.

The class specification attached has been updated and revised to accurately reflect the changes indicated above.

**FUNDING:** None.

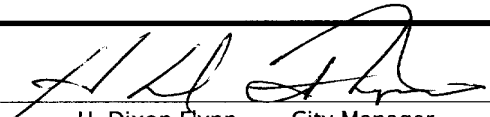
Respectfully submitted,

  
Joanne M. Narloch, Human Resources Director

cc: City Attorney  
Michael Pretz, Fire Chief  
Sandy Wichman, UFL President

Prepared By: Amy Flores, Management Analyst

APPROVED: \_\_\_\_\_

  
H. Dixon Flynn -- City Manager

## **FIREFIGHTER I/II**

### **DEFINITION**

Under supervision, participates in firefighting, emergency medical services and fire prevention activities; operates and maintains fire apparatus; performs various fire support assignments; performs related work as required.

### **DISTINGUISHING CHARACTERISTICS**

**Firefighter I** – This is the entry level for the Firefighter class series. Under close supervision, learns and performs a variety of firefighting assignments. With training and experience, the work becomes more diversified and difficult. This class is flexibly staffed with Firefighter II, and incumbents are expected to progress to the higher level after successfully completing a one year probationary period and the Lodi Fire Department Firefighter I Certification which demonstrates proficiency to meet the qualifications of Firefighter II.

**Firefighter II** – This is the full working level class in fire suppression, performing all duties required to effectively respond to emergency fire suppression and basic life support medical situations. Incumbents perform a wide range of fire fighting and fire support duties. This class is flexibly staffed with Fire Engineer, and incumbents may progress to the higher level after successfully completing three years of service with the Lodi Fire Department, and the Lodi Fire Department Fire Engineer Certification which demonstrates proficiency to meet the qualifications of Fire Engineer.

### **EXAMPLES OF DUTIES**

Duties may include, but are not limited to the following:

- Responds to fire alarms and operates fire equipment and apparatus; connects and lays fire hose lines connecting to hydrants and between engines; controls and extinguishes fires;
- Raises and lowers ladders during firefighting operations;
- Uses various hand and power tools to obtain entry to buildings, assists trapped victims, and provides ventilation;
- Assists in clean-up, salvage and overhaul operations;
- Performs regularly scheduled maintenance on apparatus, hoses and equipment to ensure readiness; cleans fire station & equipment;
- Participates in public relations and public education programs;
- Provides first responder medical emergency response at the basic life support level, including cardio-pulmonary resuscitation and trauma emergency medical care;
- Participates in staff support assignments which may include fire prevention, inspection, maintenance of inventory records, inspection of departmental equipment, and investigations;

- Uses firefighting and chemical safety apparel and equipment, including turnout gear, helmets, hoods, and self-contained breathing apparatus;

- Operates and maintains a variety of fire apparatus;
- Operates personal computers, related software and peripheral equipment;
- Performs other related duties as required.

#### **MINIMUM QUALIFICATIONS:**

##### **Knowledge of:**

- Rules, policies and procedures governing the Lodi Fire Department;
- Firefighting methods, techniques and equipment;
- Operation and maintenance practices and methods for a variety of fire apparatus and equipment;
- Safety practices and precautions pertaining to the work;
- Geographical layout of the City and location of various fire suppression utilities;
- General office methods including the operation of personal computers, peripheral and standard office equipment;

##### **Ability to:**

- Wear self-contained breathing apparatus;
- Work in confined spaces;
- Work in extreme heat, smoke and wet conditions;
- Perform heavy lifting and physical maneuvering;
- Effectively communicate with people under trying circumstances;
- Establish and maintain effective working relationships with those encountered in the course of work.

#### **EDUCATION AND EXPERIENCE**

Any combination of experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

##### **Firefighter I**

##### **Education:**

Equivalent to completion of high school

##### **Experience:**

None

**LICENSES AND CERTIFICATES:**

- Attain Certification as an Emergency First Responder within one (1) year;
- Completion of coursework required for Firefighter I Certification issued by the State of California within one year;
- Ability to obtain the appropriate Commercial Driver's License with endorsements, as mandated by the California Commercial Vehicle Code within 2 years.

**Physical Condition:**

- Must be in excellent physical condition; must be able to pass a medical examination which includes, hearing: normal in each ear; vision: 20/70 correctable to 20/20; normal color perception.
- Willingness to ~~Must~~ participate in the Lodi Fire Department Physical Fitness Program.

**Age:**

18 years of age at time of application.

**Firefighter II**

**Education:**

Equivalent to completion of high school.  
~~College-level fire science coursework is desirable.~~

**Experience:**

One year as a Firefighter I in the Lodi Fire Department

**LICENSES AND CERTIFICATES:**

- Ability to obtain the appropriate Commercial Driver's License with endorsements, as mandated by the California Commercial Vehicle Code within one (1) year;
- Lodi Fire Department Firefighter II Certification;
- Certification as an Emergency First Responder.

**Other Requirement:**

~~Willingness to participate in the Lodi Fire Department Physical Fitness program.~~

RESOLUTION NO. 2002-87

A RESOLUTION OF THE LODI CITY COUNCIL  
APPROVING THE REVISED JOB SPECIFICATION  
FOR FIREFIGHTER I/II

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NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the revised job specification for Firefighter I/II, as shown on Exhibit A attached.

Dated: May 1, 2002

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I hereby certify that Resolution No. 2002-87 was passed and adopted by the City Council of the City of Lodi in a regular meeting held May 1, 2002, by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Nakanishi, and Mayor Pennino

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None

  
SUSAN J. BLACKSTON  
City Clerk

# EXHIBIT A

CITY OF LODI

May 1, 2002

## **FIREFIGHTER I/II**

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- Uses various hand and power tools to obtain entry to buildings, assists trapped victims, and provides ventilation.
- Assists in clean-up, salvage and overhaul operations.
- Performs regularly scheduled maintenance on apparatus, hoses and equipment to ensure readiness; cleans fire station & equipment.
- Participates in public relations and public education programs.
- Provides first responder medical emergency response at the basic life support level, including cardio-pulmonary resuscitation and trauma emergency medical care.
- Participates in staff support assignments which may include fire prevention, inspection, maintenance of inventory records, inspection of departmental equipment, and investigations.

- Uses firefighting and chemical safety apparel and equipment, including turnout gear, helmets, hoods, and self-contained breathing apparatus;
- Creates and completes a variety of Fire Reports;
- Operates personal computer, related software and peripheral equipment;
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### **MINIMUM QUALIFICATIONS:**

#### **Knowledge of:**

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Equivalent to completion of high school

##### **Experience:**

NONE

### **LICENSES AND CERTIFICATES:**

- Attain Certification as an Emergency First Responder within one (1) year.
- Completion of coursework required for Firefighter I Certification issued by the State of California within one (1) year.
- Ability to obtain the appropriate Commercial Driver's License with endorsements, as mandated by the California Commercial Vehicle Code within 1-2 years.

**Physical Condition:**

- Must be in excellent physical condition; must be able to pass a medical examination which includes, hearing: normal in each ear; vision: 20/70 correctable to 20/20; normal color perception.
- Willingness to participate in the Lodi Fire Department Physical Fitness Program.

**Age:**

18 years of age at time of application.

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- Ability to obtain the appropriate Commercial Driver's License with endorsements, as mandated by the California Commercial Vehicle Code within one (1) year.
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- Certification as an Emergency First Responder.